

# TOWN OF LA GRANGE, NORTH CAROLINA

## TOWN COUNCIL AGENDA



**October 1, 2018**  
**6:00 PM**



# TOWN OF LA GRANGE TOWN COUNCIL

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## AGENDA OUTLINE October 1, 2018

1. **Call to Order** **Mayor Gurley**
2. **Opening Prayer**
3. **Welcome**
4. **Public Hearings – None** **Mayor Gurley**
5. **Board of Adjustments – None**
6. **Public Comment Period** **Mayor Gurley**
7. **Amendments to and Approval of the Agenda** **Town Manager**
8. **Consent Agenda**
  - a. Approval of Minutes
    - i. Regular Session Minutes September 10, 2018.
9. **New Business & Presentations** **Town Manager**
  - a. Award of No Bid Contract to Midwest Fire Equipment & Repair – 2020 Freightliner All Poly 1800 Gallon Tanker Pumper.
10. **Unfinished Business**
  - a. Update on the New Wells and Wastewater Collection System Project.
  - b. Hurricane Florence Update.
11. **Financial Report – Year to Date Budget Information**
12. **Closed Session** (If Required)
13. **Council Member Comments/Concerns**
14. **Adjournment**



# LA GRANGE TOWN COUNCIL AGENDA

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## ITEM # 4

### PUBLIC HEARINGS

As established by the Town Council during the February 25, 2006 Work Session, a Public Hearing period has been established and incorporated into the Regular Meeting Agenda. There are no Public Hearings scheduled for this evening.



# LA GRANGE TOWN COUNCIL AGENDA

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## ITEM # 5

### BOARD OF ADJUSTMENTS

There are no cases to be heard by the Board of Adjustments this evening.

**RECOMMENDATION:** N/A



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 6

#### PUBLIC COMMENT PERIOD

As established by Council Action, the public has a designated time period during the Town Council's Regular Council meeting each month to address the council regarding items not included on the printed agenda.

All comments are subject to the "Public Comment Policy". The Council allotted time for up to five (5) citizens to address the council for up to 3 minutes each. Citizens **are required** to sign in with the Town Clerk between 5:45 and 6:00 on the night of the council's regularly scheduled meeting. A response from the Council or Town staff is **not** required during the Council Meeting.

**RECOMMENDATION:** None.



# LA GRANGE TOWN COUNCIL AGENDA

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## ITEM # 7

### AMENDMENTS TO AND/OR APPROVAL OF AGENDA

At this time, the Town Manager will recommend that the agenda be approved as submitted or he may recommend the addition of item(s) or deletion of item(s) from the printed agenda to be addressed during the Council Meeting.

<p><b><u>RECOMMENDATION:</u></b> Approval of Agenda as Recommended by Town Manager during the meeting.</p>
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# LA GRANGE TOWN COUNCIL AGENDA

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## ITEM # 8

### CONSENT AGENDA

Attached for your review and consideration are items submitted for the consent agenda. These items, if the agenda is approved, will be handled with a single action of the Council. If for any reason, a member of the council wishes to move an item from the consent agenda to the Items for Discussion and Approval, it is an automatic process that places that item(s) at the end of the printed agenda to allow for a more detailed discussion of the item.

### ITEMS SUBMITTED FOR CONSENT:

1. **Consent Agenda**
  - a. Approval of Minutes
    - i. Regular Session Minutes September 10, 2018.

**RECOMMENDATION:** Approval of Items submitted for Consent.



# LA GRANGE TOWN COUNCIL AGENDA

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## ITEM # 8A

### APPROVAL OF MINUTES

Attached for your consideration and approval are the minutes for the meetings since the last regularly scheduled Council Meeting.

**RECOMMENDATION:** Approval of Minutes as submitted.



## REGULAR MEETING

The Town Council of the Town of La Grange, North Carolina met in Regular Session at the Town Hall on August 06, 2018, at 6 p.m. with the following present:

Mayor Woodard H. Gurley; Mayor Pro Tem Bobby Wooten; Council Members Clifton Harrison, Albert Gray, Larry Gladney, Veronica Lee and David Holmes; Town Manager, John P. Craft; Town Attorney, David M. Rief; Town Clerk, Wendy S. Morton, MMC

Absent: 0

Guest: 3

Staff: Director of Planning, Inspections and Safety, Nathan Rhue  
Finance Director, Leslie Maroules

Sherriff Officer: Jerry Davis

### **ITEMS 1, 2, 3: CALL TO ORDER, PRAYER, WELCOME**

Mayor Woodard H. Gurley called the meeting to order and asked Mayor Pro-Tem Wooten to open the meeting with prayer. Mayor Gurley then gave a warm welcome to everyone.

Mayor Gurley turned the meeting over to Manager Craft.

### **ITEM 4: PUBLIC HEARING**

None

### **ITEM 5: BOARD OF ADJUSTMENTS**

None

### **ITEM 6: PUBLIC COMMENT**

The Town Council has established a Public Comment Period, during which the public has a designated time period during the Town Council's Regular Council meeting of each month to address the Council regarding items not included on the printed agenda. All comments are subject to the "Public Comment Policy". The Council allotted time for up to five (5) citizens to address the council for up to 3 minutes each. Citizens are required to sign in with the Town Clerk between 5:45

and 6:00 on the night of the Council's regularly scheduled meeting. A response from the Council or Town staff is not required during the meeting.

None

#### **ITEM 7: APPROVAL OF THE AGENDA**

Manager Craft recommends approval of the agenda with the following changes:

- Removal of Agenda Item 8B: Approval of Ordinance Amending the FY 17-18 Budget Ordinance from the Consent Agenda and moving it to New Business as Agenda Item 9C: Approval of Ordinance Amending the FY 17-18 Budget Ordinance
- Deletion of Agenda Item 12: Closed Session, as it will not be necessary
- Addition of Agenda Item 9D: Approval for Use of Community Park by Beulah Chapter #322 of the Order of the Eastern Star.

Motion was made by Council Member Holmes to approve the agenda with the removal of Agenda Item 8B: Approval of Ordinance Amending the FY 17-18 Budget Ordinance from the Consent Agenda and moving it to a New Business as Agenda Item 9C: Approval of ordinance Amending the FY 17-18 Budget Ordinance, deletion of Agenda Item 12: Closed Session, the addition of Agenda Item 9D: Approval for Use of the Community Park by Beulah Chapter #322 of the Order of the Eastern Star and seconded by Council Member Gray. Motion carried unanimously.

#### **ITEM 8: APPROVAL OF CONSENT AGENDA**

Manager Craft recommended approval of the consent agenda as submitted:

- A. Approval of the Minutes
  1. Regular Session Minutes; June 04, 2018
- B. Approval of Resolution Accepting NC State Revolving Loan and State Grant, and Designation of Authorized Agent
- C. Approval of Amended Audit Contract
- D. Approval of Resolution Accepting the Tax Collector's Annual Settlement of Property Taxes for Fiscal Year Ending FY 2017-2018.

Motion was made by Council Member Lee to approve the Consent Agenda of the Regular Session Minutes for June 07, 2018, Approval of Resolution Accepting NC State Revolving Loan and State Grant, and Designation of Authorized Agent, Approval of Amended Audit Contract, Approval of Resolution Accepting the Tax Collector's Annual Settlement of Property Taxes for Fiscal Year Ending FY 2017-2018 and seconded by Council Member Gray. Motion carried unanimously.

Resolution No. 2018-08-438 Accepting NC State Revolving Loan and Grant and Resolution No. 2018-08-439 Tax Collector's Annual Settlement of Property Taxes for Fiscal Year Ending 2017-2018 is hereto attached.

## **LA GRANGE TOWN COUNCIL NEW BUSINESS**

### **ITEM 9A: PRESENTATION OF FY 16-17 AUDIT**

Manager Craft turned the meeting over to Dean Horne.

Dean Horne, with Carr, Riggs, and Ingram formally presented the FY 2016-2017 Audit and Financial Statement to the Town Council. He apologized for it being late and stated, management was trying to re-engineer the way government audits were done and this caused a backlog on their part and it was not fault of the town. They took complete responsibility for it being this late and stated there should not be any problems with moving forward.

Everyone was given a Comprehensive Annual Financial Report binder for June 30, 2017.

Dean Horne went through all the major funds and stated that the Town was in good shape with all the funding balances. All the numbers looked good and all the major operating funds were well above where they needed to be.

With no further questions, Mayor Gurley requested a motion to formally accept the FY 16-17 Audit and Financial Statements as presented.

Motion was made by Mayor Pro-Tem Wooten to accept the FY 2016-2017 Audit and Financial Statements as presented and seconded by Council Member Harrison. Motion carried unanimously.

### **ITEM 9B: DISCUSSION RELATED TO THE FUTURE LOCATION OF THE BASKETBALL COURTS**

Manager Craft discussed a potential location on which to build a new basketball court at the corner of Joyner and King Street on the same property with the proposed Well Site #8. The Well is required to be in the center of the property and the basketball court (s) could be in front, alongside King Street. If this property is cleared for Well #8 he would like for Council to let him know if they approve this location for the Basketball Court (s).

Motion was made by Council Member Holmes to approve the basketball court (s) location at the corner of Joyner Street and King Street on the same property with the

proposed Well Site #8 with the basketball court (s) alongside King Street and seconded by Council Member Lee. Motion carried unanimously.

**ITEM 9C: BUDGET AMENDMENT – FY 17-18**

Manager Craft recommended that the FY17-18 Year End Budget Amendment be removed from the Consent Agenda, and added as item 9C, New Business to allow for discussion pertaining to the Recommended Budget Amendment.

Manager Craft went over changes with Council Members on the FY 17-18 Year End Budget Amendment.

Motion was made by Council Member Gladney to approve the FY 17-18 Year End Budget Amendment and seconded by Council Member Gray. Motion carried unanimously. Ordinance No. 2018-08-01 is hereto attached.

**ITEM 9D: APPROVAL OF USE OF COMMUNITY PARK BY THE BEULAH CHAPTER #322 OF THE ORDER OF THE EASTERN STAR**

Manager Craft informed Council that Ms. Annie S. Croom of Beulah Chapter #322 Order of Eastern Star is requesting the Council's permission to hold a back to school give away and cookout for our Community's Youth on August 18, 2018 from 3:00 pm -6:00 pm.

Manager Craft recommended approval of the request.

Mayor Gurley requested a motion to approve Beulah Chapter #322 Order of the Eastern Star request to utilize Community Park for a back to school give away and cookout for our Community's Youth on August 18, 2018 from 3:00pm – 6:00pm.

Motion was made by Council Member Harrison to approve Beulah Chapter #322 Order of the Eastern Star request to utilize Community Park for a back to school give away and cookout for our Community's Youth on August 18, 2018 from 3:00pm – 6:00pm and seconded by Council Member Holmes. Motion carried unanimously.

**ITEM 10A: UPDATE ON NEW WELL & WASTEWATER COLLECTIONS SYSTEM IMPROVEMENTS PROJECT**

Manager Craft updated the Council on the Well Project & Wastewater Collection System Improvements Projects stating that during the heavy rains for the past 3 weeks Well 2 and Crouse Hinds flooded as well as Hwy 70 flooded and was down to one lane open with more than 4 cars flooded.

Manager Craft discussed installing 12” lines around different areas of the town to help the flow of water that would lower the Fire Departments response time which could possibly have an effect on reducing some individuals home owner’s insurance.

**ITEM 10B: UPDATE ON THE LENOIR COUNTY 800 MHz RADIO SYSTEM**

Manager Craft updated Council Members on County’s future plans to alter the 800 MHz Radio System and to install repeater equipment. Test have been done and the Western side of Lenoir County is the worse. This includes Pink Hill, Deep Run and the northern side of La Grange.

**ITEM 11: FINANCIAL REPORT**

At the Manager’s request, the Financial Director has included Year to Date Budget information to the Council in an effort to keep the Council informed as to the status of the Town’s finances. This information will be provided monthly with no formal presentation. The Manager and Finance Director will answer any questions that the council has regarding the information provided.

**ITEM 12: CLOSED SESSION**

None

**ITEM 13: COUNCIL MEMBER COMMENTS AND CONCERNS**

During the August 5, 2013 Council Meeting, the Council directed the Manager to include an opportunity for Council Members to make comments or express concerns on items not on the Agenda at the end of each Council Meeting. As directed, Council Members will be recognized and provided an opportunity to speak about issues or items not included on the Agenda.

Mayor Pro-Tem Wooten stated he would like to thank the organizations around town for helping La Grange to be a better place. Some of the organizations named were as follows:

- Chamber of Commerce – Spot Jam
- Community Baptist Church - Free Soccer camp signs
- 9 Churches involved with – Change 4 La Grange

With no further business, Motion was made by Council Member Holmes to adjourn the meeting at 7:08 pm.

\_\_\_\_\_  
Wendy S. Morton, MMC, Town Clerk

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Mayor, Woodard H. Gurley



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 9A

#### APPROVAL OF NO BID CONTRACT TO MIDWEST FIRE EQUIPMENT

North Carolina General Statutes authorizes the Town a Waiver of Bidding for Previously Bid Contracts. - When the governing board of any political subdivision of the State, or the person to whom authority has been delegated under subsection (a) of this section, determines that it is in the best interest of the unit, the requirements of this section may be waived for the purchase of apparatus, supplies, materials, or equipment from any person or entity that has, within the previous 12 months, after having completed a public, formal bid process substantially similar to that required by this Article, contracted to furnish the apparatus, supplies, materials, or equipment to:

- (1) The United States of America or any federal agency;
- (2) The State of North Carolina or any agency or political subdivision of the State; or
- (3) Any other state or any agency or political subdivision of that state, if the person or entity is willing to furnish the items at the same or more favorable prices, terms, and conditions as those provided under the contract with the other unit or agency. Notwithstanding any other provision of this section, any purchase made under this subsection shall be approved by the governing body of the purchasing political subdivision of the State at a regularly scheduled meeting of the governing body no fewer than 10 days after publication of notice that a waiver of the bid procedure will be considered in order to contract with a qualified supplier pursuant to this section. Notice may be published in a newspaper having general circulation in the political subdivision or by electronic means, or both. A decision to publish notice solely by electronic means for a particular contract or for all

contracts under this subsection shall be approved by the governing board of the political subdivision. Rules issued by the Secretary of Administration pursuant to G.S. 143-49(6) shall apply with respect to participation in State term contracts.

The Town has evaluated proposals from 4 different apparatus providers based on the provision of a minimum of an 1800 gallon tanker pumper with a minimum of a 1500 gallon per minute pump on a 2019 or 2020 Freightliner Chassis to replace the 1995 Sterling Tanker that is currently the frontline tanker. Due to its age, and the GVWR of the existing chassis, it is necessary to purchase a new tanker, and place the 1995 tanker in reserve. The new piece of equipment will enhance firefighter safety, the department's fire flow in out of town firefighting, and will improve the department's ISO rating.

The Town Manager and Fire Chief has completed a thorough evaluation of received proposals, based on the following:

1. The departments favorable review and satisfaction with the quality and performance of its most recent tanker purchase from Midwest Fire Equipment
2. The fact that the proposed equipment meets or exceeds the specifications requested.
3. Results in the least cost for the apparatus for the department, approximately \$30,000 less than the next comparable proposal.
4. The proposed unit is substantially similar to the newest tanker/pumper which will eliminate confusion when operating the two tankers.
5. Delivery time is acceptable.

In order to inform the public, and comply with NC General Statutes, the Town Manager advertised the Town's intent to award a no bid contract to Midwest Fire Equipment and Repair in the Weekly Gazette. The Town Manager and Fire Chief recommend that the Town Council (serving in its capacity as the Board of Directors for the Fire Department) award a no bid contract to Midwest Fire Equipment & Repair to purchase (1) 2020 Freightliner Chassis, all poly 1,800-gallon tanker pumper with a 1,500 GPM pump at a cost of \$230,252. The motion should authorize and instruct the Town Manager, Finance Director, and Fire Chief to execute necessary documents to proceed with the purchase.



Funding for the purchase will come totally from Fire Department Reserve Funds, which are set aside annually to prefund equipment purchases. No addition revenue will be required, as there is adequate cash in reserve for the purchase. The Fire Department has no debt, and will not following this equipment purchase.

Should the Town Council approve the award of the no bid contract with Midwest Fire Equipment and Repair, an ordinance amendment would be necessary to move the funds out of reserve and into this year's budget, which is attached for your review and consideration as well.

<p><b><u>RECOMMENDATION:</u></b> Approval of No Bid Contract with Midwest Fire Equipment &amp; Repair for the purchase of a 2020 Freightliner Pumper Tanker in at a cost of \$230,252, and approval of the Ordinance Amending the FY18-19 Budget.</p>
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# TOWN OF LA GRANGE

203 South Center Street  
 La Grange, NC 28551  
 Office (252) 566-3186 • Fax (252) 566-2201

## ORDINANCE (2018)

### AN ORDINANCE AMENDING THE FY 2018/2019 BUDGET ORDINANCE

**BE IT ORDAINED** by the Town of La Grange, North Carolina, that the budget ordinance for the fiscal year 2018/2019 is amended as follows:

**FIRE FUND:**

<u>REVENUES:</u>	DESCRIPTION	PREVIOUS	(INCREASE) DECREASE	AMENDED
	APPROPRIATION FROM RESERVE 70-3100-2000	0	(\$235,000)	(\$235,000)

<u>APPROPRIATIONS:</u>	DESCRIPTION	PREVIOUS	INCREASE (DECREASE)	AMENDED
	FIRE DEPARTMENT CAPITAL OUTLAY - EQUIPMENT 70-4340-7010	0	\$235,000	\$235,000

Adopted by the Town Council in regular session, Monday October 1, 2018 upon the motion of Council Member \_\_\_\_\_ and second of Council Member \_\_\_\_\_.

\_\_\_\_\_  
 Woodard H. Gurley, Mayor

ATTEST:

\_\_\_\_\_  
 Wendy S. Morton, Town Clerk



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 10A

#### UPDATE ON WELL & WASTEWATER COLLECTION SYSTEM PROJECT

The Town Manager will update the Town Council on the progress on the two new wells and the wastewater collections system project approved by the Town Council.

**RECOMMENDATION:** No Action Required – Informational Item only.



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 10B

#### HURRICANE FLORENCE UPDATE

The Town Manager will update the Town Council on the Town's preparation, response, and recovery efforts related to Hurricane Florence.

**RECOMMENDATION:** Informational Item Only – No Action is Required.



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 12

#### FINANCIAL REPORT – YEAR TO DATE

As a matter of information, Town Staff is including a monthly financial report for the Town providing year to date information for the budget in an effort to keep the Council informed of the Budget on an ongoing basis. No formal report is planned, but staff will answer the Council's questions, should there be any.

**RECOMMENDATION:** No Action is Required - Informational Item Only.

## Report Criteria:

Accounts to include: With balances  
Total by Fund  
Summarize by Balance Sheet  
Summarize by Source  
Summarize by Department  
All Segments Tested for Total Breaks

Formatted Account Number	Account Title	2018-19 Current year Actual	2018-19 Current year Budget	2018-18 Current year
1031000000	Source: 3100	242,313.14	1,674,824.00	631.36
1032900000	Source: 3290	2,276.55	5,300.00	85.83
10-4100-0000	GENERAL GOVERNMENT	11,679.85	134,533.00	316.55
10-4200-0000	ADMINISTRATION	18,628.29	97,045.00	185.16
10-4300-0000	BUILDING INSPECTIONS	12,362.30	53,811.00	506.18
10-5100-0000	POLICE	138,921.75	549,798.00	207.32
10-5300-0000	FIRE	10,162.50	40,650.00	25.00
10-5600-0000	STREET	49,575.60	254,100.00	438.86
10-5700-0000	POWELL BILL FUND	.00	91,972.00	.00
10-5800-0000	SANITATION	92,792.19	263,055.00	651.39
10-6200-0000	RECREATION	23,068.99	104,475.00	395.26
10-6400-0000	CEMETERY	15,975.06	66,760.00	419.94
10-6800-0000	LIBRARY	2,354.67	18,000.00	86.10
10-6900-0000	COUNCIL ON AGING	636.17	3,325.00	63.71
10-7100-0000	SCOUT FACILITY	745.06	2,600.00	50.19
GENERAL FUND Revenue Total:		244,589.69	1,680,124.00	14.56
GENERAL FUND Expenditure Total:		376,902.43	1,680,124.00	22.43
Net Total GENERAL FUND:		132,312.74-	.00	.00
3032000000	Source: 3200	115,101.71	699,200.00	64.24
3032900000	Source: 3290	1,211.60	2,000.00	60.58
3033000000	Source: 3300	111,441.56	678,881.00	66.10
3033900000	Source: 3390	.00	150.00	.00
30-8200-0000	WATER DEPARTMENT	32,627.19	225,381.00	521.14
30-8250-0000	WATER SUPPLY	81,456.25	360,571.00	585.97
30-8300-0000	SEWER DEPARTMENT	98,805.14	366,018.00	714.49
30-8400-0000	WASTEWATER COLLECTION	83,554.20	428,261.00	2,936.86
WATER & SEWER Revenue Total:		227,754.87	1,380,231.00	16.50
WATER & SEWER Expenditure Total:		296,442.78	1,380,231.00	21.48
Net Total WATER & SEWER:		68,687.91-	.00	.00
40-2990-0000	FUND BALANCE	1,350,323.35	.00	.00
4031000000	Source: 3100	663,609.70	3,653,559.00	176.30
4031900000	Source: 3190	1,307.16	2,500.00	52.29
40-8500-0000	ELECTRIC	646,657.35	3,656,059.00	721.46
ELECTRICAL DISTRIBUTION FUND Revenue Total:		664,916.86	3,656,059.00	18.19
ELECTRICAL DISTRIBUTION FUND Expenditure Total:		646,657.35	3,656,059.00	17.69

Formatted Account Number	Account Title	2018-19 Current year Actual	2018-19 Current year Budget	2018-18 Current year
	Net Total ELECTRICAL DISTRIBUTION FUND:	18,259.51	.00	.00
5599990000	Department: 9999	4,060.91	.00	.00
	Fund: 55 Revenue Total:	.00	.00	.00
	Fund: 55 Expenditure Total:	4,060.91	.00	.00
	Net Total Fund: 55:	4,060.91-	.00	.00
7031000000	Source: 3100	21,317.10	174,550.00	65.80
70-3290-0000	INTEREST EARNED	120.98	600.00	20.16
70-4340-0000	MOSELEY HALL FIRE DEPARTMENT	37,593.81	175,150.00	372.47
	FIRE DEPARTMENT Revenue Total:	21,438.08	175,150.00	12.24
	FIRE DEPARTMENT Expenditure Total:	37,593.81	175,150.00	21.46
	Net Total FIRE DEPARTMENT:	16,155.73-	.00	.00

## Report Criteria:

Accounts to include: With balances  
 Total by Fund  
 Summarize by Balance Sheet  
 Summarize by Source  
 Summarize by Department  
 All Segments Tested for Total Breaks



## LA GRANGE TOWN COUNCIL AGENDA

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### ITEM # 13

#### **CLOSED SESSION**

If deemed necessary, a closed session pursuant to N.C.G.S. § 143-318.11 (a) (3) (4) (6) for discussions related to expansion of an existing Business, personnel related matter, and other matters to preserve Attorney-Client Privilege.